Minutes compiled by Jason Vance.

- Meeting agenda was presented, and Sept. 29, 2016 ByLaws/FAM Meeting minutes were approved.

- Motion to Alter Composition of the Faculty Advisory Committee was presented before the Faculty Senate on October 11, 2016; the motion was passed. Minor edits to Section 3.B.9.a (referencing full Committee names), per suggestion from Provost during the Senate meeting, were made and presented to the FAM/Bylaws Committee.

- The Bylaws/FAM Committee continued to discuss the pending Motion to Increase the Number of Years Faculty May Serve on Committees. The Committee agreed upon language that described how the mandatory 3-year lapse would be applied to both continuous and intermittent service across a 5 year period: "Commencing with the first year of service, consecutive or intermittent service on a committee during a five year period will require a lapse of three years before a member is eligible to serve again on that committee. Any three year lapse resets the eligibility for another five year period." The proposed language was agreed to be fairly conservative, limiting absolute abuse of intermittent service while being fairly easy to implement by the N&E Committee (e.g. one rule for all combinations of intermittent service). We also agreed that the revised duration of service should be applied retroactively; e.g. those faculty who have served 3 years on a committee during the FY when this ByLaw is implemented would have 2 years of eligibility remaining (based on the 5-year timeline). This was deemed acceptable as those faculty who had served 3 years would otherwise be forced to take a 3-year hiatus, based on the original ByLaws.

- Christine Finnan, chair of The Committee on Graduate Education, Continuing Education, and Special Programs forwarded a Motion to split the current committee into two separate committees: Committee on Graduate Education and Committee on Continuing Education. Discussion of this Motion was tabled for the January FAM/By-Laws Meeting.

- The FAM/ByLaws Change Log was reviewed, and any errors and inconsistencies between the Change Log and the 2016-17 FAM were identified. Academic Affairs would receive a copy of these errors/inconsistencies so that the FAM could be revised.